



Planning Board – Town of Spencer

*Minutes*

Planning Board Meeting  
**Tuesday, August 02, 2016 at 7:00 PM**  
McCourt Social Hall  
Memorial Town Hall

Planning Board Members Present: Chair Robert Ceppi, Maria Reed, Shirley Shiver and Jonathan Viner

Planning Board Members Absent: None

Staff Present: Larry Smith, Town Planner

Staff Absent: Monica Santerre-Gervais, ODIS Clerk

Mr. Ceppi opens the meeting at 7:00 pm.

- 1. Public Hearing – Minor Site Plan Review – Spencer Fairgrounds** – Applicant: Robert Night SAA; Owner: Town of Spencer; Location: 46 Smithfield Rd., Spencer MA (Assessors Map R32-28). The applicant is requesting permission to construct a 120' x 60' steel building for storage and exhibition space. The property is zoned Rural Residential.

Frank Bicchieri, Bertin Engineering, was present for the meeting to represent the Spencer Agricultural Association/ Spencer Fairgrounds. They are proposing a 7200 sqft utility building for storage and exhibitions. There will not be a need for additional parking and they meet required setbacks.

Mr. Smith asked about drainage and Mr. Bicchieri said it would drip off onto the ground and they could do a gravel strip to accommodate it if needed, and there are no current drainage issues. There was a building plan that was reviewed by the Planning Board members. Mr. Ceppi asked who the building manufacturer was and Mr. Bicchieri answered Canam. Mr. Bicchieri handed out additional paperwork with elevations. There was discussion about deadlines and wanting the building to be in by Labor Day for the Spencer Fair. The Building Inspector issued a foundation only permit and the building permit is pending approval from this meeting. Mr. Viner asked if there are any utilities going in. Mr. Bicchieri said hose bids outside and there are existing lights they could tie into. Ms. Shiver asked about a waiver for the lighting plan and Mr. Smith said there are two waivers for the lighting and construction detail. Mr. Smith handed out the drafted decision with conditions. Discussion on who owns the cemetery and Spencer Fairgrounds.

**MOTION:** Ms. Shiver motioned to approve the site plan as well as a motion to approve the waivers for the lighting and construction details with the following conditions.

Conditions: General

1. The site plan that was submitted entitled SPENCER FAIRGROUNDS PROPOSED SITE PLAN prepared by Bertin Engineering and dated 6-27-16 is herein incorporated as part of this decision and all work shall be done in accordance with said plan.
2. Any significant change requires re-submittal to the Board. The Town Planner shall determine if changes warrant the Board's review.
3. Unauthorized deviations from the approved plan may result in the Planning Board seeking the issuance of a Cease and Desist Order until the deviation is addressed. Violation of any condition contained herein or failure to comply with the approved plan shall subject the Applicant to a zoning enforcement action in accordance with the remedies set forth in M.G.L. c. 40A.
4. Members or agents of the Planning Board shall have the right to enter the site at reasonable times, upon prior notice, to gather all information, measurements, photographs or other materials needed to ensure compliance with this approval. Members or agents of the Planning Board entering onto the site for these purposes shall comply with all safety rules, regulations and directives of the Applicant and the Applicant's contractors.
5. This approval shall lapse and become null and void two (2) years from the date of approval if the construction and all site improvements shown on the site plan are not completed within said two years. The Planning Board may grant extensions for good cause, upon written request of the applicant provided:
  - a. said request is submitted prior to the expiration of this Approval, and
  - b. said approval requires the affirmative vote of a majority of the full Board taken at a Public Meeting.

Pre-Construction

6. Construction activity shall not commence until all required approvals and permits are obtained.

Construction:

7. No construction activity which may cause noise, vibrations, glare, dust, debris, or other detrimental impact to abutting property owners shall be permitted earlier than 7:00 am Monday through Friday or earlier than 8:00 am Saturday, or later than 5:00 pm on any day, or anytime on Sunday or holidays as celebrated by the Town.
8. The site shall be kept reasonably clear of construction debris and trash, and said debris and trash shall be removed periodically from the site. Debris or trash which becomes a nuisance to abutters or which blows onto the adjacent roadway shall be removed immediately upon notification by the Town or its representative.
9. Sediment tracked onto public roads from construction activities shall be swept at the conclusion of each construction day, until all work areas have been properly stabilized.

Project Completion/Occupancy

10. A Certificate of Occupancy for this building shall not be issued until all site improvements as approved by the Planning Board are completed, a construction plan "as-built" has been provided, and the improvements have passed inspection by the Office of Development & Inspectional Services and other relative Town departments.

**SECOND:** Mr. Viner

**DISCUSSION:** Mr. Bicchieri asked about the as-built plans and if he can use the foundation plan and Mr. Smith said it would need to be at site plan and could be the submitted approved site plan with any on-site changes. Decision not appealable and doesn't need to be recorded, it only gets filed with the Town Clerk.

**VOTE:** 4-0

## **2. Adoption of Minutes-**

June 21, 2016

**MOTION:** Ms. Shiver motioned to approved the minutes as submitted

**SECOND:** Mr. Viner

**DISCUSSION:** None

**VOTE:** 4-0

## **3. Adjournment**

**MOTION:** Ms. Shiver motioned to close the meeting

**SECOND:** Mr. Ceppi

**DISCUSSION:** None

**VOTE:** 4-0

**Submitted by: Monica Santerre-Gervais ODIS Clerk**

**Approved by the Planning Board on: 8/16/16**

### **List of Documents used on August 02, 2016**

Items sent to Planning Board prior to Meeting

Mailed paper copies:

- Agenda
- Memo from Larry Smith to Planning Board Dated 7/19/2016.
- Application, plans, and documents for Spencer Fairground minor site plan review
- Minutes for June 21, 2016

Items submitted at the Meeting:

1. Decommissioning report for next meeting
2. Drafted decision for Spencer Fairground